Arms Control, Refugees
STAFF DIRECTOR
Louise Hoppe
GS-14(Schedule C)

Richard Fairbanks
EX-04

Pat Meyer
GS-10(Schedule C)

Staff Assistant
Diana Lyte GS-7
(Schedule C)

PRINCIPAL DEPUTY
ASSISTANT SECRETARY
Alvin Drischler
FQ-02

Confidential Asst.
Ted Koblick GS-4
(Schedule C-120 appt.
expires Mar)

Leg. Res.
Cy Alba
GS-12
Research Asst. GS-7
(vacant)

Congr. Corr:
Cathy Thibodeau
GS-11
Corr. Asst.
Anna Hawkins
GS-7

Tel. Inquiries
Jane Ostrander
GS-9

Congr. Travel
Terry Patin
GS-9

Part time (4 days a week)
Receptionist - Myra Murtha
GS-7
Floater - Bob Weiner GS-4

ADMIN. OFFICER
Tom Young FS-6

Message Center
Lenore Thomas
GS-7
Chenobia Calhoun
GS-3
Cynthia Holly
GW-1

DEPUTY ASSISTANT
SECRETARY
Jim Mongtomery FE-OC

Africa, Narcotics,
Consular Affairs
Rich Castrodale
FS-02

Consular Inquiries
Ann-Marie Schloss
FS-03

Human Affairs, OES,
Fisheries
Caroleen Williams*
FS-03

Europe
Tim Towell
FS-02

Intl. Organizations
Carl Raether
GS-12

Management
John Clark
FS-01

East Asia
Will Itoh
FS-02

Near East &
So. Asia
Stanley Escudero
FO-02

Inter-American
Affairs
Samuel Bartlett
FS-01

Politico-Military
Joe McBride
FS-02

Economics/AID
Mark Johnson
FO-02

Treaties, Legal &
Public Affairs
Lee Hunt** GS-11
(Schedule C)

DEPUTY ASSISTANT
SECRETARY (House)
Belden Bell FR-02

DEPUTY
ASSISTANT
SECRETARY(Senate)
Betsy Warren
FR-02

Front Office Secretaries
Libby Diniak GS-9
Vi Dotson GS-9
Bernadine Cheneveret FS-6
(starts 2/22

Bullpen Secretaries
Fran Legg GS-8
Terry Powell GS-8
Sheila McPherson GS-8
Betty Lou Oplinger GS-8

NOTE: Ranks shown are those of incumbents.
LMO jobs are classified at FO-01 level.
Admin Off job is classified at FO-02 level.
All DAS positions are classified at
equivalent of FE-OC level.

*Caroleen Williams will be leaving 2/1
**Appointment Pending

DEPARTMENT OF STATE A/CDC/MR
REVIEWED BY [signature] DATE 6/17/92
RDS ☐ or XDS ☐ EXT. DATE
TS AUTH. REASON(S)
ENDORSE EXISTING MARKINGS ☐
DECLASSIFIED ☐ RELEASABLE ☒
RELEASE DENIED ☐
PA or FOI EXEMPTIONS

KA[illegible]A: FOLLOW-UP TO UNGA RESOLUTION
[illegible] FUTURE OF THE REL.REP. PROGRAM

Dra[illegible]d: IO/UNP:PCWilcox:cm
11/21/80 x22394

Clea[illegible]rances: IO/UNP:MLevitsky
IO:MHNewlin
EA/VLC:RBurghardt
EA:JNegroponte

November 21, 1980